

memorandum

date April 8, 2010

to Chehalis River Basin Flood Authority

from Board Advisory Committee

subject Flood District Formation Selection Process Recommendation

At the February 18, 2010 meeting, the Flood Authority authorized a Request for Qualifications (RFQ) for a firm to provide assistance in creation of a multi-county flood district. The objectives of the work are: 1) to bring together stakeholders in the basin to make a decision on which type of flood district to pursue; and 2) to assist in formation of the district.

The consultant will:

- Provide the highly specialized legal knowledge and experience needed to help the Flood Authority select the most advantageous form of district and set up a basin- wide district.
- Develop and carry out a basin-wide public involvement process for the successful adoption and formation of the district.
- Develop an agreement among participating jurisdictions that covers governance, decision- making, accounting, operations, and collecting and expenditure of funds.
- Provide the economic expertise to analyze the direct and indirect benefits of a district necessary to garner political support for the district and develop an economic basis for rates and charges, assessments, or taxes.
- Perform an analysis of alternatives and preferred methods for setting rates and charges, assessments, or taxes.

The Flood Authority asked the Board Advisory Committee (BAC) to serve as a selection committee and make a recommendation of a firm for a final decision by the Authority. The RFQ was published by Lewis County on February 22 and Statements of Qualification (SOQs) were due on March 15. One team, led by FCS Group, submitted an SOQ. The selection committee met with Pam Bissonette, project manager, and John Ghilarducci, project director, on March 19 and discussed the qualifications and proposed strategies of the team.

We have determined that the team assembled by FCS Group is highly qualified to do the work laid out in the RFQ. The BAC and ESA Adolfson are working with FCS to prepare a scope of work, budget, and schedule to be presented to the Flood Authority at the May 20 meeting. The BAC will also negotiate a contract with FCS Group to be presented at that time. Once negotiated, the scope of work and draft contract will be brought to the Flood Authority for a recommendation to Lewis County.

If you would like to review a copy of FCS Group's Statement of Qualification, please contact Spencer Easton at ESA Adolfson (seaston@esassoc.com).